

ETEXT ATTACHMENT

12/04/2003 15 : 31

Karen Balderama
Campaign Finance Analyst
Reports Analysis Division
Federal Elections Commission

Identification Number: C00236513

Reference: Engel for Congress "Best Efforts" Procedures

Dear Ms. Balderama:

Engel for Congress makes every "best efforts" to fulfill FEC reporting requirements. The campaign follows the disclosure requirements of the Federal Election Campaign Act. The campaign puts best effort disclaimers on every campaign solicitation and the campaign makes follow-up requests for address, occupation, and employer data for any contributor who does not submit original information. The campaign includes with every solicitation, a request for complete information including full name, mailing address, occupation and name of employer, and the FEC disclaimer, as required by the FEC. In addition, at events, preprinted Engel for Congress cards requesting the same information, are handed out to anyone making a contribution. If information is still missing, the campaign makes at least two follow-up requests for missing information including phone calls and/or emails to the individuals. Web searches are then made to try and garner missing information.

An amended October Quarterly Report (7/1/03 - 9/30/03) has been submitted with information recently received by the campaign. As your letter states, upon receipt of this information we could either a) file an amended memo Schedule A with the next regularly scheduled report, or as the campaign chose, b) file on or before the next scheduled filing date amendments to the report originally filed.

Sincerely

Debby Linhardt
Treasurer
Engel for Congress